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43H752 HOME MANAGEMENT CONTRIBUTES TO WINNING THE WAR

ily spending and saving is related to inflation.

War and its problems make it imperative that no family in the United States go through 1944 without studying carefully its financial status and what will happen to the Nation if other families follow its pattern of spending. No one can tell a family what decisions to reach, but there are many pertinent data available that might be reviewed before 1944 spending and saving decisions are made.

The Extension Service approaches the problem through meetings, where farmers and their wives get acquainted with the Russells (in New Jersey) or the Stewarts (in North Carolina) and the financial problems they are facing in 1944. Sometimes the records are those of real families as these Russells and Stewarts and sometimes of hypothetical family and based on the records of several families.

Such a typical family furnishes real situations for discussion and study. Home demonstration groups all over the country find that a discussion of the financial problems of such a family helps them to analyze their own financial situation and decide how much should be used to pay off debts, how much for war bonds, how much for the new equipment and housing improvement after the war.

Farm families did have a greater income in 1943 than in any previous year, even though it was not a great deal. Many more farm families are having to pay income taxes. The bad years of the thirties left them in debt. Some of the major financial decisions the Russells and Stewarts are making are old familiar ones, but many are new and unfamiliar. They make both the familiar and unfamiliar decisions by weighing carefully the matter of reducing their debts, planning for future operating costs, avoiding unwise speculation, and planning a reserve for future security and needs.

Often, an insignificant problem may arise, such as, "Shall material for slip covers be bought, or should this money be used for war bonds?" The decision on this question involves family relationships. In this particular family perhaps there are high school boys and girls who wish to entertain in their homes and are ashamed of the shabby, old upholstery. Such a question may involve the well-being and happiness of the young folks.

Studies of Juvenile delinquency show that money is an important factor contributing to delinquency. Judge Bentley of the District of Columbia declares: "Big money earned by working children is contributing to juvenile delinquency because boys and girls have not been educated to spend it wisely and, as a result, drift into bad company and inevitable difficulties."

To teach 4-H boys and girls that earning an income and spending that income wisely are of equal importance, 4-H Clubs emphasize the importance of accounts and records. One hundred and sixty-two thousand 4-H boys and girls kept and used their personal account records last year "to get greater satisfaction from income earning and spending."

A few of the steps that families may take toward having their spending habits contribute to security of the family and the Nation are:

1. Look back.--List what the family has accumulated. Make a net worth statement; it will help to visualize the family's financial progress.
2. Look forward -- Raise the question, what changes in income are likely to happen?
3. List large commitments such as taxes, debt payments, clothing needs, education expenses, and the like.
4. Then make a monthly or weekly plan, whichever is best suited to the needs of the family.
5. Have some definite goals decided upon for the improvement of family living and the family's economic security in the years to come.

Sources of information:

The Bureau of Human Nutrition and Home Economics publishes a monthly wartime Family Living Letter which reviews current changes affecting family living. Write to Mary Rokahr, Extension Service, Department of Agriculture if you wish to have your name placed on the mailing list.

All State Extension Services issue yearly farm-family-living outlook statements; and many have bulletins, playlets, and the like for general distribution on family financial plan. (See attached list of directors.)

EXTENSION SERVICE
U. S. Dept. of Agr.

HOME MANAGEMENT CONTRIBUTES TO WINNING THE WAR

Mary Rokahr
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Work simplification in the home. - That we are short of manpower is common knowledge; and homemakers on the farm and in the city are taking on more work as well as expanding food, clothing, and household-equipment conservation programs.

As it is impossible to obtain more labor, the alternative is to get more work done in the same amount of time and with the same equipment. So, homemakers are applying the industrial engineers' principles of how to get more work accomplished with less effort. They are asking themselves the following questions;

1. Can this operation be eliminated? What would happen if I did not do it?
2. Can I substitute a better way?
3. Can I use my equipment to better advantage?
4. Is my equipment in good order?
5. Can the order of work be changed so as to allow more work with less physical effort?
6. Can I ease a job? Reduce the time needed to do it?
7. Am I overtaxing myself by stooping? Lifting the hard way?
8. Can excess travel be eliminated by --
 - a. Planning work?
 - b. Changing the places where things are kept?
 - c. Combining the jobs?
9. When I do something repetitive can I --
 - a. Sit comfortably?
 - b. Let gravity help?
 - c. Have both hands work instead of one?
 - d. Make the job safer?
 - e. Use a better tool?
 - f. Arrange all my work so everything is within elbow reach?
 - g. Use all the help I can get?
10. What is the best time to do a job?
11. Do I train helpers in the best way to do a job?
12. Do I train helpers in the best way to use a tool?

County home demonstration agents have also made home visits to rural homemakers who have a reputation in their community of being good managers. Through these visits the agents have collected "success stories" on how homemakers have adjusted their homemaking to wartime conditions and are able to get more work accomplished in less time.

Such a story comes from a Pennsylvania home where, besides the mother and father, there are a grandmother, five small daughters, a son, a married daughter and her husband and two small children. Some of the things that Mrs. Hughes has done to streamline her housekeeping are: The daughter does the upstairs work while the mother does the first floor. Separate sets of cleaning supplies are kept on both floors. They use 2 days for washing, setting aside 1 day for white and starched clothes and 1 for blankets and dark clothes. One day is kept free for community activities. The family members are trained to get up in the morning when they are called, and they breakfast together. Lunch-box food is prepared the evening before.

There is a play pen and low cupboard for toys in the kitchen for the two small children. The 2-year-old child is fed an hour ahead of the regular mealtime. Straight curtains are used as they are easy to mangle. Many other good management practices were listed by Mrs. Hughes.

These are only examples of what we mean by changes in family management in war-time. The sources of information on how families are managing both their money income to control inflation and getting more work done in less time are the Extension Service home demonstration agents, 2,400 of them, both white and Negro, located at the county seat.

Reports to the State extension service show that homemakers are using every device possible to increase the production of food for the boys overseas, the home front, and their own family needs. As one homemaker said after she had cut the steps she took to peel potatoes from 485 to 20: "Applying industrial engineers' principles of work simplification to homemaking has given me an entirely new point of view on homemaking. I see it now through different eyes."

Research studies in time and motion used in household tasks give basic data to help both city and rural homemakers. Current studies that have been reported include:

1. Knowles, Elaine. A simple way to iron a shirt. Extension Bulletin 629, Cornell Bulletin for homemakers, Cornell Univ., Ithaca, N. Y.
2. Heiner, Mary Koll. Simplifying home preparation of potatoes. Jour. Home Econ., vol. 35, No. 10, December 1943.
3. Warren, Jean. Use of time in its relation to Home Management. Ext. State Bul. 734, 98 pp. illus. N. Y. Cornell University, Ithaca, N. Y. 1940.
4. Wilson, Maud, Roberts, E. H., and Thayer, Ruth. Standards for working-surface heights and other space units of the dwelling. Oreg. Agr. Expt. Sta. Bul. 348, 38 pp., illus. Corvallis. 1937. Wash. Agr. Exp. Sta. Bul. 345, 38 pp., illus. Pullman. 1937.

Sources of current research information on work simplification in the home are:

1. Director E. C. Young, National Work Simplification Project. Purdue Univ., LaFayette, Ind.
2. Irma Gross, Professor and Head of Home Management and Child Development, Mich. Stat. Col. Agr., East Lansing.
3. Elaine Knowles, Instructor in Home Economics, Cornell Univ., Ithaca, N. Y.
4. Maud Wilson, Home Economist, Oreg. State Col., Corvallis.
5. Paulina Nickell, Professor and Head Home Management, Iowa State College, Ames, Iowa.
6. Marianne Muse, In Charge, Home Economics Research, Vt. State Agr. Col., Burlington, Vt.